

## Minutes for PFA Meeting on October 7, 2014

1. Welcome at 7pm
2. Introductions
3. Talked about the goals of PFA
  - a. Concentrate on building the school up/positives
  - b. Chain of Command in accepting and dealing with complaints
    - i. Teacher or Staff
    - ii. Lead Teacher
    - iii. Head of School
    - iv. Board of Trustees
4. Treasurer's Report
  - a. Oct not yet ready
  - b. Sept 10-- \$9,011.64 (for Oct will be affected by Kiwi Loco and t-shirts)
  - c. We are officially making money on the t-shirts now.
5. Head of Schools
  - a. Enrollment up 20 students from last year (30 more students and we will be full)
    - i. Possibly grow secondary next year
  - b. Mrs. Baird: redid playground rules
  - c. Logic School (I can't remember her name): A new math to help with the transition between schools in learning math.
  - d. High School (I can't remember his name):
    - i. Exalt week was a success. Chalk drawings and reading with the younger children, zumba and line dancing, homecoming dance and bowling
    - ii. Money Uses
      1. Replace speakers (in gym)
      2. Foursquare games, hopscotch, tetherballs, soccer goals (2 sets), map of the United States, balls & jump ropes
        - a. Mr. Hicks putting a bid together
        - b. Soup labels to possibly do balls and jump ropes
        - c. James Wallace—good price on paints for the outside games
6. Fall Frolic
  - a. Sign ups are out
  - b. Space needed by doorways needed for games—teachers at the meeting passing the info on
  - c. 1 bag of candy per family
  - d. Sell Great Harvest
    - i. They plan to set up and cut, two students will be asked to volunteer to take money.
    - ii. Split 50/50
7. T-Shirts
  - a. Order forms will be e-mailed out soon for sweaters and t-shirts
  - b. Custom Ink is the company we are going through

- c. Style: long-sleeve and hoodies will look the same as the t-shirts; zip-up jackets will not have an emblem on the front due to cost, but will have the design from the front of the t-shirts on the back.
- 8. Kiwi Loco
  - a. Back on track
- 9. Library- Susan willing to work with Mrs. Baird to head this project
  - a. Mrs. Baird
    - i. 1/3 of books catalogued
    - ii. Previously used the bookmobile for accreditation
    - iii. Kathleen Lambert did the cataloguing
      - 1. Happy to be hired to do more when last contacted
      - 2. Possibly around \$1500 spent paid to her last year for the cataloguing that is done
    - iv. Maybe parents come once a week to organize the books and make sure they stay nice
    - v. Each class would possibly need a volunteer
    - vi. How will we chunk out the time needed to use the library for each class. Maybe pick out books and go to the classrooms to check them out (a back and forth, only so many students go at one time)
    - vii. Can the cataloguing be taught? Mrs. Baird will ask
  - b. Maybe just a K-8 library since the high schoolers are all online
  - c. More non-fiction needed
- 10. Xavier Night Outs
  - a. Staci Nelson is organizing it.
  - b. 9 places
- 11. Safety Backpacks-Mr Moon
  - a. Follow-ups are needed with a list of what a basic one would look like
- 12. Adjourn at 7:47pm

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1. Welcome at 7pm
2. Teachers Attending
  - a. Mr. Hansen
  - b. Ms. Crider
  - c. Ms. Stevens
3. Treasurer's Report
  - a. Current Balance \$7,595.30
4. Head of School's Report
  - a. Butter braids made around \$13,000
  - b. **MOTION:** Mr. Hicks quoted \$1500 to add tetherball poles, hopscotch, foursquare, and a map of the USA to the playground. PFA unanimously **passed** the motion to pay for it.
    - i. Not known if soccer goals are included in that amount or not.
    - ii. Question was brought up with what happened to the basketball hoops that were at the other school with the tetherball poles.
    - iii. Lisa Stieneke is checking on how many soup labels we have to get balls for the playground.
      1. 4200pts would get 18 balls
5. Fall Frolic
  - a. Successful activity
  - b. Ran out of candy near the end but was better than last year when there was too much.
  - c. Next year make it 2 hrs instead of 3
  - d. There were just the right amount of cupcakes
  - e. Spacing in the hallways was perfect.
  - f. Next year make sure papers are passed out to the teachers to send home with the parents to ask for more parent volunteers—there were not enough this year.
6. Sweatshirts
  - a. Order forms due by Friday
  - b. E-mail needs to be sent to teachers to remind them to send the forms home with students
7. Library
  - a. Susan Halverta's mom knows how to catalogue and will be teaching her
  - b. Next we need to figure out how to get the books into the computer system
  - c. Possibly Tami Ditlefson might know—her kindergartners check books out. Two other names came up for possibly knowing the system (Tammy and Shelly)
8. Pizza Hut
  - a. Nov 18 from 5-8pm with teachers serving at both locations
9. Staff Christmas Party
  - a. Tentatively set for Dec 18
  - b. Lisa Stieneke will contact massage therapists to see if they can come for the day and will contact Mrs. Hicks about using a room for the massages and food.
  - c. Erica Neilson will be getting parent volunteers for food (Cheri Aiello will help with the google doc) and decorations.
  - d. Food—coffee, sparkling cider (needs to be bought now at Costco), teas, finger foods, etc.
  - e. Gifts for the massage therapists from Great Harvest was the consensus.

- f. Plan for about 60 teachers to have things for.
10. Box Tops
- a. Erica Willsey asked about doing monthly prizes
  - b. Teachers thought that would be too much
  - c. Decided that it would be good to do it as a whole school and have a large Plexiglas box in the entrance of the school for students to be dropping them off all year. Once they get a certain amount (maybe measured in inches instead of how many there are) then they get a party at the end of the year.
  - d. Erica Neilson will get a quote on how much it would cost to get a box made.
  - e. Must be cleared by administration and finding a place to put the box.
  - f. School-wide what do they earn at the end of the year?
    - i. Kiwi loco
    - ii. Dunk tank (Filer has one)
      - 1. Head of each school
      - 2. Mr. Moon
    - iii. Party at different times throughout the day for the different schools.
11. Kiwi Loco
- a. The last few weeks the leftover yogurts have disappeared. It was discovered they were being taken back to Kiwi Loco even though we paid for them. Marilyn Tarkalson is working on finding out what they did with them and what is needed to be done.
  - b. A small profit was still made in spite of these errors.
12. Great Harvest
- a. At the Fall Frolic we made \$90.
  - b. Question on whether the bread would be approved to be sold during lunch time.
    - i. Ask Mr. Moon
13. Safety Backpacks
- a. Backpack with snacks, water, flashlight, first aid kit, etc.
  - b. Teacher's concerns
    - i. Space to store this in their classrooms
    - ii. The students already bring water bottles to school.
    - iii. Snacks would have to avoid allergies.
14. **MOTION:** To buy tablecloths for the school \$26. **Passed** unanimously.
15. Adjourn at 7:47pm

## Minutes for PFA Meeting on January 6, 2015

1. Call to order: 7:02pm
2. Treasurer's Report:
  - a. Nov & Dec
  - b. Made money with Fall Frolic and sweatshirts
  - c. We average +\$150 a week
  - d. Pizza Hut was successful: \$347.34, that's not including teacher's tips
  - e. -\$27.08 for tablecloths
  - f. -\$79.01 for gifts for massage therapists for teachers
  - g. End of the year: \$9663.14
3. Sweatshirts
  - a. Another order through email
  - b. Only one mistake made with the last order—excellent!
4. Playground equipment
  - a. Soup label balls came in but we don't know where they are yet
  - b. Another order needs to be made with soup labels—Mr. Dixon is going to look into what we need (balls, jump ropes, mesh bags, etc.)
  - c. We had previously set aside \$1500 for this, not yet been billed for it
5. Library
  - a. Susan Halverta is getting the certification renewed
  - b. We've offered some of the work to be done as a sr. project, but no takers.
  - c. The part that was previously done was done like the Library of Congress, we are redoing it all now to be in dewey-decimal.
  - d. It will serve up to 6<sup>th</sup> grade
  - e. The school will not be providing someone to run the library, volunteers will have to be used.
6. Staff Christmas Party
  - a. Ran out of food in the afternoon (fuller menu for afternoon next year)
  - b. Mr. McNurlan mentioned that he thought it was advertized as breakfast and lunch, so we need to look into how we advertize it.
  - c. Next year maybe it needs to be mentioned that we only have enough for them to take one serving during the day so all of the teachers can have some.
7. Box Tops
  - a. Erica Willsey is the collector and will be coming up with the number our school needs to gather
  - b. We will be doing a school wide collection, there will be a locked plexiglass box near the front office where students can put them.
  - c. The plexiglass box will be available all year long for the students to fill
  - d. MOTION: \$50 box from Amazon. PASSED.
8. Field Day-We will discuss next time when Marilyn Tarkalson is present
9. Grandparent's Day
  - a. Every other year so this year we should be doing one
  - b. Maybe have a care facility bus in some people for the kids to use as grandparents if theirs cannot attend.

10. Book Fair

- a. Lisa will schedule it
- b. During parent/teacher conference or grandparent's day
- c. We use one company out of Boise
  - i. We unload, set it up, and provide a volunteer to run the cash register
- d. Either do two book fairs or do one that will cover both parent/teacher conference and grandparent's day so more opportunity for students and parents to have access to the fair.
- e. Cover our library books with disposable tablecloths so no confusion over what books are for sale.

11. Head of School's Report

- a. Showcase for secondary is Friday, there are already enough volunteers to take money at the doors
- b. Tetherball/hopscotch are up and being used at recess, will have money amounts for that for us next month.
- c. Emergency backpacks—hopefully getting a grant for \$900 to cover these
- d. Thanks to PFA for Spa Day for the teachers

12.

## Minutes for PFA Meeting on February 3, 2015

1. Call to order: 7:00pm
2. Treasurer's Report:
  - a. We have about \$9400
  - b. Paid Jason Hicks for tetherballs and hopscotch materials and labor.
  - c. Paid about \$441 for library supplies. They are on their way from Canada.
  - d. Paid our taxes- around \$600 for last year.
3. Sweatshirts
  - a. Only one order has been sent in so far. Possibly extend deadline.
  - b. Send reminder email. Ask teachers to forward it.
4. Playground equipment
  - a. Motion made to fund tetherball for upper grades if student council figures out all of the details and would like us to pay for them. Motion passes unanimously.
5. Library
  - a. Supplies are ordered and on their way.
  - b. While we work on the library, the shelves will need to be covered so that no books can come or go during that time..
  - c. Would it be possible to have student aids be assigned to the library next year if they are interested?.
6. Book Fair
  - a. Tuesday, April 7 through Thursday, April 9
  - b. Shelves need covered in something so that we don't mix up our books with their books..
  - c. Set-up Monday night and pack up Thursday evening.
  - d. Teachers may tag the books they would like for their classrooms so that parents may purchase them for the classroom if interested.
7. Box Tops
  - a. Collection box was installed in the airlock.
8. Field Day- Marilyn Tarkalson will check with Mrs. Baird to set a date. We will not be ordering water bottles this time.
9. Xavier Night Out
  - a. We would like to have one activity in each month for February, March, and April.
  - b. February Marilyn will try for Johnie Carino's , Cheri will organize Chick-Fil-A for March, and Marilyn will organize Kiwi Loco for April.
10. Facebook- We are setting up a Facebook page for PFA to help announce our events and activities.
11. Questions

What is the status of getting soccer goals?

PFA Meeting March 3, 2015

1. Call to order at 7:06pm
2. Old business
  - a. Treasurer's Report
    - i. Discussed January finances. Ending balance: \$8,884.73
  - b. Head of Schools Report
    - i. Should have building purchased by mid-April
    - ii. Soccer goals
      1. Mr Hicks got a price from Pacific Steel for \$400 apiece. We want to get 4 total.
      2. Nets are \$100 apiece.
    - iii. Got grant for 11 more cameras
      1. Will be installed during Spring Break
    - iv. Got grant for safety backpacks, \$900, so \$30 a bag
  - c. Sweatshirts
    - i. The second round of orders has gone out and will be here soon
  - d. Library
    - i. Going very well
    - ii. Picture books are done and Mrs. D is using them for the Kindergarten
    - iii. Looking to get a student library aid to run the library instead of parent volunteers
    - iv. Teachers will be asked to let the students know that any books that have been taken from the library need to be returned asap.
  - e. Xavier Night Outs
    - i. Dairy Queen maybe on Mar 14—to be announced soon.
    - ii. Chick-fil-A on April 1, the board might do the serving instead of the teachers
    - iii. Kiwi Loco on April 23
  - f. Book Fair
    - i. April 7, 8, & 9
    - ii. During parent-teacher conferences
    - iii. Signup sheet for volunteers will be going out soon
    - iv. Same company is doing it as last year
  - g. Box tops
    - i. Not as successful as previous years so far
    - ii. Mr Moon will remind students at the assembly
    - iii. Initial goal was 25,000 and has now been moved to 15,000 in order to dunk Mr. Moon and ends on April 1
    - iv. The tank will be borrowed from the Filer Fire Dept.
    - v. Next year we may want to think about going back to class competitions to get the students more involved again
  - h. Field Day—June 2

- i. Being headed by a lady who needs a project to promote fitness
- ii. 1 prize per class
- iii. The students will have a sheet to record the days they exercise
- iv. A week after the book fair ends, we will be asking for volunteers
- v. Chobani or kiwi loco at the end

3. New Business

a. Elections

- i. A few spots open including President
- ii. Nominations in April
- iii. Vote in May

b. Teacher Appreciation Week

- i. Will be discussed next month

c. Dinner/Auction

- i. May 9<sup>th</sup> at the 360 Event Center at 5pm
- ii. Appetizers, dinner, silent, live & dessert auction
- iii. Online payments via paypal are being discussed
- iv. \$30 a ticket, for sale at the front office
- v. Tickets also available for a full table with perks
- vi. PFA donated \$500 for the location rental
- vii. Looking for items to be donated/parent connections
- viii. There is a meeting every two weeks, the next one will be March 19
- ix. Max capacity is 350, our goal is 200 people.
- x. We are making \$8 per ticket, most of the money we get will come from the auction

d. Yearbook Signing Party

- i. We have been asked to host a party for the seniors to come back and sign yearbooks because the yearbooks wont come in until summer.

4. Adjourn at 7:46pm

## PFA Meeting April 7, 2015

1. Call to order at 7:00pm
2. Old business
  - a. Treasurer's Report
    - i. Reviewed February's finances
  - b. Head of Schools Report
    - i. No school next Wed April 15 due to Seniors/Junior Presentations
    - ii. Auction
      1. Teachers stated maybe it was too much to ask the teachers to supply something, and to maybe gear it more towards getting help for it from the parents. It was also mentioned that maybe it wasn't fair to ask the lower grades to do something and not have the upper grades do something too.
  - c. Field Day
    - i. Tues June 2 in the morning (afternoon K come in the morning also)
    - ii. If crappy weather it will be canceled—teachers need their own back-up plan
    - iii. MOTION: \$50 to buy a good air horn for this activity. PASSED
    - iv. Cheri is doing the research to get the air horn
  - d. Auction
  - e. Elections
    - i. Will be held in May for PFA Committee for 2015/16 school year
  - f. Chick-Fil-A
    - i. We made around \$400
    - ii. Chick-Fil-A said they would love to do it quarterly if we want
  - g. Box Tops
    - i. Last we checked we were pretty close to our goal
    - ii. A bunch just came in and are currently being counted
3. New Business
  - a. Teacher Appreciation
    - i. Catered lunch on Friday
      1. Maxie's tomatoes or Café Rio, sodas, and dessert
      2. Jenny Campbell will check on prices and get that set up
      3. Make sure that there is enough for everyone, even the 2<sup>nd</sup> lunch group
  - b. Paper Cutters
    - i. Need to be replaced
    - ii. Cheri Aiello is doing the research
      1. Not the exacto brand
  - c. Library
    - i. More volunteers to get it finished are needed
4. Adjourn at 7:42pm

## PFA Meeting May 5, 2015

1. Call to order at 7:00pm
2. Old business
  - a. Treasurer's Report
    - i. Reviewed March/April finances
    - ii. \$9600
      1. \$1200 more will go to soccer
      2. \$1200 to shirts/sweaters
      3. \$600 paper cutter
  - b. Head of Schools Report
    1. Soccer goal stuff has arrived and just needs to be put together
      - a. PFA needs to pay the rest of what they promised-\$1500 was what was voted to pay out for playground equipment, around \$300 has been used
    2. Graduation, hiring season
      - a. Looking for 1 more math & English teacher to add to the ranks
      - b. 25 students set to graduate
  - c. Elections
    - i. President: Danielle Hardesty
    - ii. VP/Jr Treasurer/Secretary stay the same-Marilyn Tarkalson, Cheri Aiello, Jenny Campbell respectively
    - iii. Treasurer: Julie Beaus
  - d. Box Tops
    - i. Reached our goal of 15,000. Got over 16,000!
    - ii. Dunk Mr. Moon for \$1 per throw
      1. Marilyn will get Kiwi Loco to sell there at that time too.
      2. Probably the same night as celebrating the purchasing of the building and the burning of the Phoenix
  - e. Teacher Appreciation
    - i. Went well, plenty of food
    - ii. Cheri never received the emails, she is to check if it was just her or if it was a school problem
  - f. Field Day
    - i. Nothing to discuss, they are good to go
  - g. Paper Cutter
    - i. Has been ordered, on its way
  - h. Library
    - i. On hold until summer because volunteers can't help until then
  - i. Security Backpacks
    - i. School board wants to know if we will purchase them for \$3000.

1. We discussed and voted. Decided that it would be better to do some more research to see if we can purchase them for cheaper.
3. New Business
    - a. Chairs
      - i. We want to purchase folding chairs with racks to carry them for the school so the student's classroom chairs don't have to be used anymore.
      - ii. Motion to purchase chairs, \$5000. Approved on the condition to wait until after the Auction to make sure it makes enough \$ for the sign outside the building.
    - b. Spring Showcase
      - i. 2 people needed per night to sell T-shirts and take votes for school board elections
        1. May 18<sup>th</sup>—Jenny and Marilyn
        2. May 19<sup>th</sup>—Cheri and Lisa
        3. May 20<sup>th</sup>—Marilyn and Erica
        4. May 21<sup>st</sup>—at CSI, 6 parent volunteers will be used
4. Adjourn at 8:00pm